

**REGULAR MEETING OF THE COMMON COUNCIL  
OF THE CITY OF PLATTSBURGH, NEW YORK**

May 8, 2014

**5:30 P.M.**

**MINUTES**

**Present:** Mayor James Calnon, Councilors Rachelle Armstrong (W1), Dale Dowdle (W3), Paul O'Connell (W4), Becky Kasper (W5), Joshua Kretser (W6)

**Absent:** **Councilor Mike Kelly (W2)**

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**Mayor Calnon** reported that during Executive Session in addition to discussing the qualifications of a potential employee I am appointing we also did discuss an item of negotiation and no actions were taken.

**1. MINUTES OF THE PREVIOUS MEETING:**

**RESOLVED:** That the Minutes of the regular meeting of the Common Council held on April 24, 2014 are approved and placed on file among the public records of the City Clerk's Office.

By Councilor Armstrong; Seconded by Councilor Kasper

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

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**2. PAYROLLS OF VARIOUS DEPARTMENTS:**

**RESOLVED:** That the payrolls of the various Departments of the City of Plattsburgh for the weeks ending April 30, 2014 in the amount of \$ **272,430.95** and May 7, 2014 in the amount of **\$263,087.68** are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Kasper; Seconded by Councilor Kretser

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

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**3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:**

- Report of Fire and Ambulance Responses for the weeks of April 24 – May 7, 2014
- Report from the Building Inspector's office May 6, 2014
- Report of the Work Session of the Common Council held on May 1, 2014
- Report of the Quality of Life Committee held on April 29, 2014
- Report of the Cultural & Economic Development Committee held on April 29, 2014

**RESOLVED:** That the reports as listed are hereby ordered received and placed on file among the public records of the City Clerk's Office.

By Councilor O'Connell; Seconded by Councilor Kretser

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

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**4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None**

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**5. AUDIT OF CLAIMS:**

**RESOLVED:** That the bills Audited by the Common Council for the weeks ending May 2, 2014 in the amount of \$ 487,912.44 and May 9, 2014 in the amount of \$ 652,965.47 are authorized and allowed and the Mayor and City Clerk are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Armstrong; Seconded by Councilor Dowdle

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

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**6. PERSONS ADDRESSING COUNCIL:**

**Steve Peters** Superintendent of Recreation

**Jen Lecuyer** Coordinator of Biggest Loser program spoke about the program.

**Michelle Goddeau, Mary Beth Williams and Diane Ginette** participants in the Biggest Loser program spoke about the program.

**Tim McCormick** from First Weekends spoke about their event.

**Councilor O'Connell** spoke about First Weekends and said he thought they were going to rotate the event around to different areas and businesses downtown. He has had people approach him about that and street closures. He didn't like where it was located. There was nowhere to sit to listen to the band.

**Tim McCormick** from First Weekends said he had met with the Mayor, Lt. Beebie and Councilor Armstrong about where the trailer stage would be located for the event. It would be difficult to move it to Margaret Street or to Brinkerhoff we would be blocking an entire street we would not allow access for emergency vehicles. Down on City Hall Place is really the only place we can safely with allowing ambulances, fire trucks and police to get thru. We are willing to work with closing down other areas if that is what the council wishes.

**Councilor O'Connell** said I was under the impression it was going to happen.

**Mayor Calnon** said we're straying a bit from the purpose of this point in the meeting.

**Councilor Kretser** feels that what First Weekends is doing is exactly what Plattsburgh needed and logistics aside the idea behind it is exactly what we need to have and need to be congratulated for all the work that

you've put in. Thank you.

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## 7. OTHER ITEMS:

### A. RESOLUTION TO AUGMENT EXISTING SNOW REMOVAL AND PARKING REGULATIONS

**Resolved**, that the City Clerk of the City of Plattsburgh will create a list of volunteers who will shovel snow for property owners who are very ill, elderly, disabled or otherwise physically unable to maintain their own sidewalks following winter snow and ice events. In addition, the recipients of these services must demonstrate to a reasonable degree that they are financially incapable of paying reasonable and customary fees for said services.

**Be it further Resolved**, that the City Clerk of the City of Plattsburgh will create a list of paid snow and ice removers for any property owner who wants to hire these services, with the understanding that it will be the property owners responsibility to pay the providers of said services at a fair price;

**Be it further Resolved**, that the City of Plattsburgh will create a webpage and brochure for snow and ice removal and snowstorm parking tips and will use any other means at its disposal to convey said information; including but not limited to utility bills and other widely distributed notices.

By Councilor Kasper; Seconded by Councilor Kretser  
Discussion:

**Councilor Kasper** said none of them feel this is the end of the discussion and they have all worked hard addressing if not solving the problem of the lack of attention for snow removal and the safety issues that it creates.

**Councilor Armstrong** really appreciates the process that they went through in order to come up with these ideas. We really listened to the public. We initiated discussion because of concern from the public. We consulted with the Department of Public Works, the Building Inspector, and Kevin Farrington. So I really considerate it to be a cooperative effort and know that we can develop an even more effective program.

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**B. RESOLVED:** In accordance with the Mayor's request therefore the Common Council approves a budget transfer moving \$25,000 from Community Development Contracted Services (account 4430) to Regular Payroll (account 1100) to fund a temporary position in that office.

By Councilor Armstrong; Seconded by Councilor Dowdle  
Discussion: None

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**C. THE MAYOR HANDS DOWN THE REAPPOINTMENT OF COMMISSIONER OF THE PLATTSBURGH HOUSING AUTHORITY BOARD TO SHIRLEY O'CONNELL EFFECTIVE APRIL 6, 2014 TO APRIL 6, 2019.**

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**D. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to transfer \$632,777.99 from the 2013 General Fund surplus budget items to the 2013 General Fund deficit budget items, as per the attached budget worksheet, in order to provide for closing the 2013 General Fund Budget for the fiscal year.

By Councilor Kasper; Seconded by Councilor O'Connell

Discussion: None

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**E. RESOLVED:** In accordance with the request therefore the Common Council approves Seth Silver of 40 Trafalgar Drive to close down part of Trafalgar Drive on June 21, 2014 from 11 am to 7 pm to have a safe area for their fifth annual block party.

By Councilor O'Connell; Seconded by Councilor Kretser

Discussion: None

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**F. RESOLVED:** In accordance with the request therefore the Common Council approves an MOU with Rouses Point for Visioning Grants.

By Councilor Armstrong; Seconded by Councilor Dowdle

Discussion: None

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**G. RESOLVED:** In accordance with the request therefore the Common Council approves the City Engineer to advertise for Bids for Contract # 2014-17 “Painted Pavement Markings.”

By Councilor O’Connell; Seconded by Councilor Kasper

Discussion: None

Roll call: Councilors Armstrong, Dowdle, O’Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**H. RESOLVED:** In accordance with the request therefore the Common Council approves the City Engineer to advertise for Bids for Contract # 2014-16 “Two (2) One-Ton Dump Trucks.”

By Councilor Dowdle; Seconded by Councilor Kasper

Discussion: None

Roll call: Councilors Armstrong, Dowdle, O’Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**I. RESOLVED:** In accordance with the request therefore the Common Council approves the City Engineer to advertise for Qualifications for Engineering Services for the Saranac River Trail Phase II; Contract # 2014-18.

By Councilor Armstrong; Seconded by Councilor Dowdle

Discussion: None

Roll call: Councilors Armstrong, Dowdle, O’Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**J. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to approve the hiring of Miller, Mannix, Schachner & Hafner, LLC as bond counsel for the City of Plattsburgh replacing the firm of Nixon Peabody LLP and that the Mayor be authorized to sign the attached services agreement on behalf of the City of Plattsburgh.

By Councilor Dowdle; Seconded by Councilor Kasper

Discussion: None

Roll call: Councilors Armstrong, Dowdle, O’Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**K. RESOLVED:** In accordance with the request therefore the Common Council approves the City Engineer to advertise for Qualifications for Engineering Services for the Community Vision & Implementation Strategy Grant; Grant # T007064, Contract # 2014-19

By Councilor Armstrong; Seconded by Councilor Kretser

Discussion: None

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**L. RESOLVED:** In accordance with the request therefore the Common Council approves that per the request of the Environmental Manager in memorandum dated May 5, 2014, the alternate bid for Contract 2014-12 "Foote-Jones" Aerator reducer be rejected as non-responsive and not meeting the specification, and that the contract be awarded to the lowest responsive bidder, Applied Dynamics, for \$194,822.74. The source of funds is Capital Project H8130.60.

By Councilor Kretser; Seconded by Councilor Dowdle

Discussion:

**Councilor O'Connell** thanked Jon Ruff for being on the ball and doing his job.

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**M. RESOLVED:** In accordance with the request therefore the Common Council approves that the Mayor be authorized to sign Supplemental Agreement No. 3 for Consultant Agreement with Stantec for South Catherine Street Reconstruction; South Peru Street – South Platt Street; PIN 775314, Contract # 2010-13. The maximum amount of funds for all work associated under this agreement will not exceed \$1,280,000.00 without prior Common Council approval and is reimbursable through NYSDOT.

By Councilor Armstrong; Seconded by Councilor Dowdle

Discussion: None

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**N. RESOLVED:** In accordance with the request therefore the Common Council approves the City Engineer to award Contract # 2014-07, PIN 775314, Comptrollers Contract No. D032301 to Rifenburg Construction Inc. for the total cost of \$4,293,130.

By Councilor Kasper; Seconded by Councilor Dowdle

Discussion: None  
Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)  
**ACTION TAKEN:** Adopted  
Follow up Action: None

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**O. APPROVAL OF ECONOMIC DEVELOPMENT LOAN TO NORTH COUNTRY FOOD CO-OP**

**RESOLVED:** The Common Council approves a loan from the Economic Development Revolving Loan Fund to the North Country Food Co-op in the amount of \$50,000 dollars on the terms set forth in a report and recommendation from the Lake City LDC Inc. loan underwriting committee dated May 6, 2014, submitted by Carole Garcia, Deputy Chamberlain, a copy of report is ordered made a part of the minutes of this meeting.

By Councilor Kretser; Seconded by Councilor Kasper  
Discussion: None  
Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(Councilor Armstrong recused herself. Councilors Dowdle, O'Connell, Kasper and Kretser voted in the affirmative)  
**ACTION TAKEN:** Adopted  
Follow up Action: None

**Councilor Armstrong** returned to the room and said she was glad the Revolving Loan Fund was being utilized. Hope that we can invite participation by more businesses. The North Country Co-op is going to have a wonderful expansion. It's a very important service that they provide and being the only grocery provider in the area. It's exciting and I hope more entrepreneurs and businesses take advantage of it.

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**8. TRAVEL REQUEST: None**

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**9. RESOLUTIONS FOR INITIAL CONSIDERATION: None**

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**10. NEW BUSINESS:**

**Councilor Kasper** the next Quality of Life Committee meeting is next Wednesday at 5:30pm in the Community Room in City Hall.

**Mayor Calnon** introduced our new City Clerk Sylvia Parrotte.

**Mayor Calnon** asked for a motion to implement Rule 4 and consider a request for the US Coast Guard Auxiliary to set up information tables in the City parking lot on Dock Street near the boat launch as part of National Safe Boating week.

By Councilor Kasper; Seconded by Councilor O'Connell  
Discussion: None

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**A. RESOLVED:** In accordance with the request therefore the Common Council approves the US Coast Guard Auxiliary to set up information tables in the City parking lot on Dock Street on Saturday, May 17, 2014 near the boat launch as part of National Safe Boating week.

By Councilor Kasper; Seconded by Councilor Kretser  
Discussion:

**Councilor Kasper** said it is a very good thing to do. We live by a lake and safety is paramount. I think it is wonderful that they are going to do that for us.

Roll call: Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

**Councilor O'Connell** asked the status of possibly of the City going to biweekly payroll.

**Mayor Calnon** said the status is it will happen when we are done the conversion of the Municipal Lighting Department accounting system in to the MUNIS system that the rest of the city uses. When that's done then will be able to adjust to biweekly.

**Councilor Kasper** asked Bryan when are we going to get the new email client.

**Bryan Brayton IT Director** said hopefully within a month.

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## **11. CLOSING PUBLIC COMMENTS:**

**Beth King** 107 Montcalm Ave commended Biggest Loser participants and commended city on the snow removal resolution.

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Motion to Adjourn by Councilor O'Connell; Seconded by Councilor Armstrong

Roll call Councilors Armstrong, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

**MEETING ADJOURNED: 6:28pm**